



BOARD OF COMMISSIONERS' MINUTES

Tuesday, March 21, 2017, 10:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

Commissioner Pipe called to order the Board of Commissioners' meeting at 10:00 A.M. on Tuesday, March 21, 2017. In attendance were Commissioners Michael Pipe, Chair; Mark Higgins, Vice-Chair; Steven G. Dershem, Commissioner, Administrator, Margaret N. Gray; and Deputy Administrator, Natalie Corman.

III. PUBLIC COMMENT

Representatives from the news media included Emma Gosalvez, Kerry Webster, Gary Sinderson, Jackie Padilla, and Leon Valsechi.

Visitor(s) present included D. J. Lilly, Phyllis Corman, Dave Cutright, Lori Gramley, Bob Markowski, Rob Beer, and Jim Kull.

County Personnel present included Denise Elbell, Bob Sweitzer, Norm Spackman, Kendra Miknis, Rob Harrington, Chris Schell, Joe Davidson, and Dave Lomison.

CNET staff were present.

IV. MEETING MINUTES

Commissioner Higgins made a motion to approve the Minutes from the Board of Commissioners' meeting held Tuesday, March 14, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

V. ACTION ITEM(S)

- A. Proclamation No. 4 of 2017 – Proclaiming April 2017 as “Spring into Poetry Month” in Centre County. The Board welcomed D. J. Lilly of the Schlow Library; this is the twelfth year of the literacy initiative “Pennsylvania – One Book, Every Young Child”. A meet the author event for the book *Daniel Finds a Poem* by Micha Archer and provided by Commonwealth Libraries will be held on March 28th and 29th at the Schlow Library, State College. Commissioner Higgins made a motion to approve proclaiming the month of April as “Spring into Poetry Month”. The motion was seconded by Commissioner Dershem and unanimously approved.

- B. Proclamation No. 5 of 2017 – Recognizing the Altrusa International of Centre County, PA, for its 100 years of service. Phyllis Corman, a longstanding member of our local Altrusa spoke on behalf of their club. Altrusa International was organized on April 11, 1917 in Nashville, Tennessee. The word Altrusa is a combination of altruism, the principle or practice of concern for the welfare of others, and USA. The members help with many organization and club projects throughout the county such as the United Way's Day of Caring and Banning Dirty Books (cleaning books and shelves) in the Centre County Libraries. Commissioner Higgins made a motion to approve the proclamation recognizing the Altrusa International for its 100 years of service to Centre County and beyond. The motion was seconded by Commissioner Dershem and unanimously approved.
- C. Commissioners – Dee Elbell and Bob Sweitzer requested that the Board considers the Emergency Watershed Protection Federal Grant application to assist with five properties from the flood in October 2016. Total project cost is \$203,995 of which the Federal Grant assistance request is \$152,996.25 and State DEP assistance will fund the balance. Scott Heckman of the US Department of Agriculture, Mill Hall is coordinating these efforts. Four counties in Pennsylvania were affected by this natural disaster: Bradford, Sullivan, Lycoming and Centre. Sixteen properties in Centre County were evaluated and five of those qualified for assistance. Commissioner Higgins made a motion to approve submittal of the application. The motion was seconded by Commissioner Dershem and unanimously approved– Dept. 111.
- D. Commissioner Higgins noted that the check of the week was to West Penn Power for \$13,844.52. He made a motion to approve the check run in the amount of \$344,092.55 dated March 16, 2017. The motion was seconded by Commissioner Dershem and unanimously approved.

VI. DEPARTMENT HEADS – DIRECTORS – GUESTS

- Commissioner Higgins made a motion to move the following items to the Consent Agenda for Thursday, March 23. The motion was seconded by Commissioner Dershem and unanimously approved.
- A. 911 Emergency Services – Norm Spackman requested that the Board considers approving the following items:
- i. A contract renewal with Emerson Network Power, Liebert Services, Inc. to provide maintenance and support for the Uninterruptible Power System (UPS). The contract total is \$7,055.29 with the source of funding 9-1-1 Eligible for Act 12

funds for the period March 23, 2017 to March 22, 2018. The UPS provided immediate emergency power in the event of an outage – Dept. 354.

- ii. A contract renewal with Smart Horizons to provide maintenance and support for the APCO MEDS/9-1-1 Advisor software. The contract total is \$3,600 funded by the state for the period March 10, 2017 to March 9, 2018. Smart Horizons provides call handling criteria and pre-arrival instructions to ensure that every call is handled in the same manner – Dept. 354.

- B. Adult Services – Natalie Corman requested that the Board considers signing the certification of statement and attestation statement for the Human Services Block Grant FY 2015-2016 report – Dept. 501.
- C. Aging – Natalie Corman requested the Board considers a Gold Sponsorship Level for the “A Meal that Matters” event held by the State College Meals on Wheels on May 11, 2017. The total cost is \$1,250 and is state funded. The Meals on Wheels program provides a great outreach and support system to our community. – Dept. 521.
- D. Commissioners – Commissioner Higgins requested that the Board considers an agreement between Rural Business Innovation Corporation and Centre County to provide consulting services and temporary operational support of a business incubator program in the Bellefonte area. The contract cap of \$8,000 was under the original contract in 2016 of which \$1,694 was paid. The remainder of \$6,305.60 will be in place for 2017 – Dept. 111.
- E. Court Administration – Kendra Miknis asked the Board to consider renewal of a five year contract with Pitney Bowes for a mailing machine in the Centre Hall Magisterial District Judge’s office. The contract total is \$3,670.80 for the period March 14, 2017 to March 14, 2022 – Dept. 271.
- F. MIS/RBA – Rob Harrington requested the Board considers the following:
 - i. Renew support and upgrade rights for ADAXES software. ADAXES software is used to automate and secure active directory management, especially useful for control and change audit of user accounts and permissions. Enables non-administrators to maintain account information in a controlled and simplified interface. The contract total with Softterra is \$1,483.52 for the period March 28, 2017 to March 27, 2018 – Dept. 142.
 - ii. Continue licensing and support for secure hybrid cloud file sharing solution in use by several county offices for mobile file access and also in conjunction with outside agencies. Replaces prior agreement from 2013 for 200 user licenses. New agreement cost is 8% increase over the price from 3 ½ years ago. This enables upgrade to latest version and price protection for added users. The

contract total with Egnyte Inc. is \$21,600 for the period March 28, 2017 to March 27, 2018 – Dept. 142.

- G. Prison – Chris Schell asked the Board to consider approving letters of support for the State Criminal Alien Assistance Program (SCAAP) to be sent to representatives. This is a U.S. Department of Justice program that has provided the County with \$83,000 from 2009-2016. Those funds are used for programs such as WorkKeys, re-entry, training, and pre-release – Dept. 333.
- H. Recorder of Deeds – Joe Davidson asked that the Board considers approving a contract for annual maintenance for the Scan Pro 3000 microfilm reader. The total is \$1005.00 for the period March 1, 2017 to February 28, 2018. This annual maintenance agreement includes any software updates needed for the system– Dept. 133.
- I. Transportation – Dave Lomison asked that the Board considers the In-Kind purchase of two vehicles from Pennsylvania State University. One to be placed in to the County Loaner Vehicle Pool replacing one that has met its useful life and the other to be used in the Drug/DUI Court for staff there. One is a 2012 Chevrolet Malibu, four door sedan with 52,144 miles for \$9,130.00 the second one is a 2013 Dodge Avenger four door sedan with 68,994 miles for \$7,920.00. These costs are all inclusive for the 10% fee charged for In-Kind Purchases. Total cost is \$17,050.00 all inclusive – Dept. 532.

VII. CONSENT AGENDA

Commissioner Higgins made a motion to approve the following A. (i-vii) consent agenda items. The motion was seconded by Commissioner Dershem and unanimously approved.

- A. MH/ID/EI-D&A - Request the Board approve the following:
 - i. Letter of Agreement between the County of Centre and Carl H. Frels to provide intellectual disability home and community services including utilization of a certified deaf interpreter. Contract maximum is \$3,000 with the source of funding as follows: State \$2,860 and County Match \$140 for the period July 1, 2016 to June 30, 2017.
 - ii. Addendum No. 1 between the County and NHS Pennsylvania. This will allow for funds to provide additional mental health family based services in the amount of \$18,000, increasing the contract maximum from \$21,000 to \$39,000. The source of funding is as follows: State \$37,175 and County Match \$1,825 for the period July 1, 2016 to June 30, 2017 – Dept. 561.
 - iii. Addendum No. 1 between the County and Mary Ann Kresen, Esquire. This is to allow for funds to provide additional legal services in the amount of \$5,000, increasing the contract maximum from \$10,800 to \$15,800. The source of

funding is as follows: State \$15,601 and County Match \$739 for the period July 1, 2016 to June 30, 2017 – Dept. 561.

- iv. Addendum No. 1 between the County and J.S. Transport. This will allow for funds to provide additional emergency transportation services in the amount of \$9,000, increasing the contract maximum from \$9,000 to 18,000. The source of funding is as follows: State \$17,158 and County Match \$842 for the period July 1, 2016 to June 30, 2017 – Dept. 561.
- v. Agreement between the County and Pamela Cosper to provide intellectual disability home and community services including utilization of a certified deaf interpreter. Contract maximum is \$1,500 with the source of funding as follows: State \$1,430 and County Match \$70 for the period July 1, 2016 to June 30, 2017 – Dept. 561.
- vi. Agreement between the County and CARES of Central PA, Inc. to provide intellectual disability services including community rehabilitation. The contract total is \$15,000 with the funding as follows: State \$14,298 and County Match \$702 for the period July 1, 2016 to June 30, 2017 – Dept. 561.
- vii. Addendum No. 1 between the County and The Advocacy Alliance. This will allow for funds to complete case management surveys through the Consumer Family Satisfaction Team in the amount of \$5,273, increasing the contract total from \$6,000 to \$11,273 with the source of funding as follows: State \$10,745 and County Match \$528 for the period July 1, 2016 to June 30, 2017 – Dept. 561.

VIII. TOURISM/HISTORY

IX. DISCUSSION ITEM(S)

- A. Resolution No. 2 of 2017 – Jim Kull, lead treasury analyst for Geisinger asked the Board to consider approving Geisinger Authority to undertake a project involving the issuance of health system revenue bonds, series 2017 (Geisinger Health System) and authorizing other projects involving Geisinger Health System and its affiliates serving the people of Centre County. They plan to use up to \$850 million for expenses in fourteen counties. Geisinger has 617 employees working in Centre County and employs 538 Centre County residents.
- B. Natalie Corman presented to the Board the Centre Region Parks and Recreation Senior Activities Center 2017 Budget Request. This year they will work to update the 1984 agreement that is currently in place. The Board's consensus was to move forward with the \$90,309 without funding for a part time staff person, asking they first consider using an RSVP volunteer.

- C. Natalie Corman updated the Board on how Lebanon County provided disaster relief assistance to residents when they were affected by tropical storm Lee in 2011. The county used Act 137 funding and was able to provide \$914,500 within 7-10 days of the storm. Their biggest recommendation was to make sure information is documented for all recipients.

X. CORRESPONDENCE RECEIVED

The following correspondence was received in the Commissioners' Office and will be handled appropriately

- A. Bellefonte Borough - \$5 Registration Fee Response
- B. Potter Township - \$5 Registration Fee Response
- C. Caliber Contracting – Fire Training Facility
- D. Penn State Corporate Controller – Additional Impact Fee \$28,722.87
- E. Bellefonte Art Museum – Art to Honor, Dedicate, and Remember
- F. Juniper Village – Information Brochure
- G. Borough of State College - \$5 Registration Fee
- H. Deborah Norloff – Eagle Scout Erik David Norloff
- I. Centre County Historical Society – Upcoming Events
- J. MVEDP – Thank You Funding Assistance
- K. Patton Township - \$5 Registration Fee Response
- L. Leadership Centre County – Graduation Celebration Alumni Reception
- M. Commonwealth of PA – Child Welfare Needs Based Budget

XI. RECOGNITIONS

XII. C-NET REQUESTS

XIII. REPORTS – ANNOUNCEMENTS

- A. Commissioner Dershem reported there are 107,279 registered voters in Centre County. The precinct of the week was College Township South #42 with 2,097 registered voters. They had 1,626 people vote in the last election with a 77.54% voter turnout.
- B. Announcements
 - i. The Centre County Commissioners' Town Hall meetings that were postponed last week have been rescheduled. Meetings will be held on the following dates to discuss transportation funding:
 - a. Tuesday, March 28th at 6:30 PM – Patton Township Municipal Building
 - b. Thursday, April 6th at 6:30 PM – Third Floor of the Courthouse Annex, Bellefonte

- ii. The Board of Commissioners' meeting scheduled for Tuesday, March 28, 2017 has been cancelled due to the Board attending the CCAP Conference in Harrisburg.

XIV. Administrator Margaret Gray reported an executive session was held on March 14, 2017 from 10:30 AM to 11:45 PM to discuss legal and personnel issues.

XV. MEETING SCHEDULE

Monday, March 20, 2017

Town Hall Meeting – Transportation Funding – 6:30 PM – Philipsburg YMCA

Tuesday, March 21, 2017

BOC – 10:00 AM – Room 146 WB

Department Head Meetings – 1:00-3:00 PM - Room 144WB

Wednesday, March 22, 2017

RSVP Advisory Council – 1:30 PM – Room 146WB

Thursday, March 23, 2017

BOC/Salary Board – 10:00 AM – Room 146WB – AS NEEDED

A Day in the Life of a Commissioner – Emergency Operations Center

I. ELECTION ANNOUNCEMENTS

Wednesday, March 22, 2017

Last day for withdrawal by candidates who filed nomination petitions.

Monday, April 17, 2017

Last day to REGISTER before the primary.

Tuesday, May 9, 2017

Last day to apply for a civilian absentee ballot.

Friday, May 12, 2017

Last day for County Board of Elections to receive voted civilian absentee ballots.

Tuesday, May 16, 2017

MUNICIPAL PRIMARY

Wednesday, May 17, 2017

First day to REGISTER after the primary.

Tuesday, May 23, 2017

Last day for County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 PM on May 15).

II. QUESTIONS FROM THE PRESS

- III. Motion by Commissioner Pipe to adjourn the meeting at 11:22 AM. The motion was seconded by Commissioner Dershem and unanimously approved.

ATTEST:

Margaret N. Gray
Administrator